I. Call to Order and Consideration of Trustee Absences
Call to order 5:30 p.m. Sally Leclair excused the absences of Marcus Davis and Alan Walker. Jeremy Krones to arrive late.

II. Amendments to the Agenda
None at this time

III. Approval of the Agenda
Motion to approve the agenda as presented.
Darcy Schlichting motion; Mike Johnson 2nd
All approve

IV. Consent Agenda:
A. December Regular Meeting Board Minutes
B. Correspondence
   Letter received by Lyon Gaddis regarding preparations for 2023 compliance.
   Resignation letter from Janet Thomas affective April 30 due to moving out of county.
C. December Bank Reconciliation
D. December Budget to Actual and Balance Sheet
   Motion to approve the consent agenda as presented.
   Janet Thomas motion; Darcy Schlichting 2nd
   All approve

V. Reports
A. Friends of the Grand County Library, Inc.
   No report this evening.
B. Grand County Library Foundation
   Darcy Schlichting reported. Members met last week. Fourth quarter profit was $9,432.
   Money will be put in CD’s to be pulled out if needed for upcoming author events. Working on
   soliciting services of Adrian Miller, culinary historian – pending and negotiating fee.
C. Public Comment
   Open 5:35 p.m. Close 5:35 p.m.
   None at this time
VI. Information Items

A. Staff recognition
   Gallagher acknowledged the recipients of the Fall/Winter 2022 Merit Bonuses. Deborah Hast, who has been working at HSS and Kremmling libraries, has received recognition for her organizational skills and ability to manage the circulation desk allowing Emily and Shelly to focus on programming. Efficiency and best work flow improvements – restructuring of staff work areas. Jeanette McQuade was nominated for all of the work she has done with the training documents as well as the work she has done in her branch training new staff members throughout 2022. The training guides have assisted branch managers throughout the district. Michelle Grant was nominated for being a sounding board for her peers – she is honest and is a resource for the district, bringing perspective and validation.

B. Review by Executive Director of December GCLD Department Highlights & Statistics
   Gallagher summarized items from the monthly board report by sharing graphs about statistics, capturing the differences between online resources and the physical collection. For the first time, online resources have exceeded physical collection circulation. We are continuing to see a large increase in attendance at programs for all age level groups. Teen numbers are increasing as well. We had an event that affected programs in Kremmling in early January. A garbage truck ran into the wiring attached to the building, which caused phone issues for the branch. Effective March 28, 2023, all Grand County library cards will require passwords. Patrons will have an auto password to begin with, and they will be prompted to change to personal passwords by the end of July. This process will be good for cybersecurity. We had the great joy of signing a $1,514,866.11 check to pay off our debt. We now own our facilities, and Fraser Valley Library is no longer being held as collateral. Leclair reminded Trustees to read through the board report each month to learn about the details of what is happening throughout the library district.

C. Meeting Calendar
   a) February 1, Town of Kremmling meeting – Marcus Davis will attend
   b) February 6, Policy Committee will meet at 2 p.m.

D. Committee Appointment Review - Designation of Trustees to Strategic Plan, Policy, and Finance committees
   Sally Leclair announced that the Board will continue with current committees for 2023 until we need to make changes if needed. At this time, Sally read a resignation letter from Janet Thomas. She will be moving out of the county and will be resigning from the Board of Trustees effective April 30, 2023. Thomas currently serves on the Strategic Plan Committee.

E. Board Goals - sharing and determination of goals for 2023
   Ideas were shared regarding things the Board of Trustees can focus on moving forward:
   Make meetings more efficient and concise
   Money is in the bank – plan moving forward
   Understanding Strategic Plan – long term financial planning to support the plan
   Community outreach regarding board recruitment and replacement

F. Executive Director Goals - sharing of executive director professional and organizational goals for 2023
   Professional Goal:
   - Communication
     By November 2023, all communication projects and action related to work will include a clear and concise message including initial identification of key point. Survey will be sent out to Leadership Team members in May to determine if gains are being made.

Organizational Goals:
- Strategic Framework
  Continue implementation on current and new projects for initiatives and provide monthly
updates through Board of Trustees Monthly Board Report regarding progress. Formal presentations about progress will be made at July and December Board meetings.

- **Relationships**
  Develop professional relationship and network with local town and county governments and/or special district leaders. Year 1 focus – Grand County and Town of Kremmling

G. **Update on 2023 Initiatives** - summary of new additions to current initiatives in the areas of Digital Access, Community Engagement, and Diversify Staff

Gallagher presented a chart of called Key Projects for 2023. She summarized the work that will be completed each quarter in the following areas:

- Patron passwords, website, increased access to Kremmling Library, financial plan, Senior Lunch & Learn, workforce plan, outdoor spaces, Welcoming Environment survey results, and diverse services and collections.

Sally Leclair reported on her positive experiences with Senior Lunch & Learn at Fraser Valley Library. Jeanette shared that they have had many people interested in presenting for this program, including participants from January’s program.

VII . **Action Items**
No further business at this time.

VIII . **Adjournment**
*Motion to adjourn the meeting at 6:11 p.m.*
Darcy Schlichting motion; Janet Thomas 2nd
All approve